

Collecting a Water Sample:

1. Water sample must be from a faucet where water is commonly taken for drinking. It should not be taken from a “swivel” faucet, an outside faucet, or a fire hydrant. The faucet should not leak or have an aerator or screen.
2. Use the water collection kit supplied by the lab.
3. Flush the line by running water 3-5 minutes before sampling.
4. Carefully open the sample bottle. Do not contaminate bottle or lid with hands.
5. Control the flow of water and gently fill the bottle past the 100 ml fill line. Do not fill past the 120 ml line on bottle.
6. Immediately secure lid to prevent leakage.
7. **Label** the sample bottle. All samples **must be labeled** with name of water system (in this case “well water”), where you took the sample (kitchen sink), and the date and time of collection.
8. **Complete** the lab form. Include all information asked for on the form. **Note:** Type or print legibly. Information on forms must be readable on all copies of the form.
9. If mailing the samples, package them in a small cooler. Pack with ice and send directly to the lab. If delivering the samples, keep refrigerated until delivery and pack on ice during delivery.
10. Mail or deliver samples to the lab as soon as possible. All samples must be received by the lab within 30 hours of collection. Samples should be stored & refrigerated before shipment. Bacteria and nitrate samples need to be shipped on ice, as they cannot be used if they are not kept very cold.

Drinking Water Results

1. Turnaround time for a sample is 1-3 business days after lab receives sample.

2. Copies of report are sent to well owner, and a copy of the report is also kept by the lab.

3. Invalid sample reports happen because:

- a. The water sample was too old.
- b. Incomplete information on lab form.
- c. Sample container wasn't labeled.
- d. Not enough water was taken (Less than 100 ml).
- e. Sample wasn't kept cold enough (in the case of temperature-sensitive samples like bacteria & nitrates)